

Washington State Department of Transportation

Public Transportation and Rail Division

Office of Transit Mobility

**Joint
Advisory Committee / Grant Technical Work Group Meeting**

WSDOT Urban Corridors Office

November 15, 2006
10:00 a.m. to 2:00 p.m.

Attendees: Stan Allison, WSDOT; Roland Behee, Community Transit; Wendy Clark-Getzin, Kitsap Transit; Kevin Desmond, King County Metro; Janice Hamil, WSDOT; Peter Heffernan, King County Metro; Tom Hingson, Everett Transit; Jemae Hoffman, City of Seattle; Jeanette Johnson, Community Transit; Patricia Levine, Pierce Transit; Dean Lookingbill, Southwest Washington Regional Transportation Council; Janeen Loughin, C-TRAN; Susan Meyer, Spokane Transit; Martin Minkoff, Sound Transit; Joy Munkers, Community Transit; Karen Richter, PSRC; Bill Roach, CTR Board; Dale Robins, Southwest Washington Regional Transportation Council; Charlie Shell, City of Seattle; Theresa Smith, WSDOT; Peter Thein, WSTA; Lisa Wolterink, Sound Transit; Lon Wyrick, Thurston County Regional Planning Council; *Teleconferencing:* Rod Thornton, City of Pullman

Handouts:

Final GTWG Ranking of Projects According to Evaluation Score

Line Chart Graphic Representation of GTWG Evaluation Scores

Goal of Today's Meeting: Reach consensus on a ranked, prioritized list of projects to forward to WSDOT as the 2007-2009 Final Regional Mobility Grant Program Project Recommendations.

Summary of GTWG Evaluation Process

Stan Allison opened the meeting with a brief summary of the grant evaluation process to-date. He explained that each member of the Grant Technical Work Group (GTWG) had received a three-ring binder containing all 42 grant applications along with a summary sheet noting whether or not the application was complete with respect to all submittal requirements. On October 26, 2006,

OTM convened a conference call with members of the GTWG to discuss the evaluation process, the evaluation criteria and how to apply them and to answer any questions the members might have prior to scoring. Each member of the GTWG then had an opportunity to score the projects individually over the course of two weeks. The GTWG met as a group on November 2, 2006 to discuss the projects and in preparation for the GTWG meeting on the 2nd, OTM staff prepared a number of documents including: 1) a summary sheet listing all 42 projects ranked by their average total score; 2) a line chart graphic showing each evaluator's scores relative to each other; and 3) a series of standard deviation spreadsheets further describing each evaluator's scores relative to each other and the group. The meeting was an opportunity for the members to discuss amongst themselves how they rated certain projects as well as to learn about project specifics they may have missed while they were scoring individually. After deliberating for the better part of a day, the GTWG reached consensus on the final, ranked list of projects according to their average total score. The final ranking from the GTWG served as the starting point for today's meeting.

It was pointed out that each project sponsor had been notified that the GTWG and the Advisory Committee were going to be getting together today and that they should make themselves available in the event the Committee wanted to contact them to ask any questions about their project proposals.

Role of Advisory Committee

Stan Allison reminded the Advisory Committee that their role was not to go back and re-evaluate each of the project proposals based on technical merit. The GTWG had already performed that function. The main role of the Advisory Committee was to review the list forwarded by the GTWG, determine whether or not there needed to be any adjustments to the list based upon policy decisions by the group, and finally, make recommendations to WSDOT on a fiscally constrained list for \$40 million.

Questions

Advisory Committee members appreciated the quick review and had very few questions to start. One question raised was whether or not the group had to fully expend all \$40M of the grant funds available, and if they chose not to, what would happen to the money. Stan Allison explained that the Advisory Committee could certainly choose not to expend all \$40M, however, given the purpose of the program, the grant funding total request of \$74M, and the current state of need for transportation funding, the Legislature would likely view that approach negatively and divert the funds elsewhere. Another question arose regarding over-programming and whether or not the group should provide the legislature with a list of "contingent" projects in case projects identified for award could not be carried forward, for whatever reason, to implementation. It was recommended that the Advisory Committee recommend a list fiscally constrained to \$40M as well as a list of contingency projects for consideration by WSDOT.

Issues related to Project Measures and Implementation Timelines

Stan Allison and Janice Hamil pointed out that several projects had been flagged with questions surrounding their project performance measures and/or implementation timelines. As OTM staff reviewed the applications, it became apparent that some proposals had calculated performance measures that did not fit the project, or had potentially unrealistic implementation schedules. Since the applicants were not required to show their work, it was difficult to ascertain whether or not the performance measure calculations were correct. Janice Hamil noted that OTM would be preparing a report to submit to the Legislature with the recommended project listing that identifies total project benefits as well as those benefits that can be proportionally attributed to the OTM grant funds. OTM staff will work with each project sponsor to address any questions surrounding their performance measures and/or implementation timelines.

Question Regarding Eligibility

It was noted that one project (specifically Grays Harbor Transit's for the redesign of Aberdeen Station) had been flagged as likely ineligible since expenses associated with the proposal had been incurred (i.e., building demolition) prior to successful grant award. WSDOT does not have pre-award authority and consequently cannot reimburse any grant sponsor for expenses incurred prior to a grant agreement being in place.

Policy Issues

One Advisory Committee member asked if there had been any policy issues that had come out of the discussion at the GTWG level that the Advisory Committee should be made aware of. Stan Allison noted the only two he was aware of were: 1) the Evaluation Criteria needed to be further defined; and 2) until OTM specifies the precise methodology for calculating performance measures for all grant project types, additional clarification is needed to guide applicants on performance measure calculations for their projects. With respect to the first issue, several GTWG evaluators found it very difficult to apply the evaluation criteria to the project narratives with any level of consistency. They suggested that it would be extremely helpful if OTM provided tighter descriptions for criteria.

General Discussion

The Advisory Committee discussed how to fiscally constrain the list of 42 projects. The general consensus was that the top projects met the program's legislative intent. Following this discussion, the Advisory Committee arrived at their final, ranked listing of projects.

Final Recommendation

The attached list of projects is the OTM Advisory Committee's final recommendations for the 2007-2009 Regional Mobility Grant Program. WSDOT will review the listing, prepare a summary analysis of each project being recommended, and forward its final set of recommendations to the Legislature by the first of December.

Meeting adjourned at 1:00 p.m.

The next meeting of the Advisory Committee was not set at this time.

2007-2009 Regional Mobility Grant Program
Fiscally Constrained Recommendation from Advisory Committee to WSDOT

Project Name	Agency	Partners	Total Project Cost	OTM Grant Request	% of Project funded by Grant	Capital or Operating
Construct Mountlake Terrace Freeway Station	Sound Transit	City of Mountlake Terrace, Community Transit, WSDOT	\$30,545,000	\$5,000,000	16%	Capital
Swift Bus Rapid Transit - Transit Stations	Community Transit	Everett Transit, Sound Transit	\$27,644,189	\$2,383,001	9%	Capital
Peninsula Park and Ride Phase II: Median In-line Transit Station	Pierce Transit	WSDOT, City of Gig Harbor	\$7,652,217	\$2,300,000	30%	Capital
Tukwila Station	City of Renton / City of Tukwila	Sound Transit, King County Metro, BNSF, Amtrak and The Boeing Company	\$21,489,000	\$5,500,000	26%	Capital
Expand Commuter Rail Parking in Tacoma-Seattle Corridor	Sound Transit	City of Puyallup, City of Sumner, City of Auburn	\$4,200,000	\$3,700,000	88%	Capital
I-5 Commuter Service Augmentation	C-Tran		\$759,000	\$590,000	78%	Operating
Mission and Greene Community Transit Center	Spokane Transit Authority	WSDOT, Spokane Community College	\$5,193,831	\$2,985,353	57%	Capital
Aurora Avenue N, N 165th Street to N 185th Street Business Access and Transit (BAT) Lanes	City of Shoreline	FHWA, WSDOT, TIB, King County Metro	\$42,804,000	\$2,500,000	6%	Capital
Pacific Highway South Transit Speed and Reliability Improvements	King County Metro	City of Des Moines, City of SeaTac	\$2,750,000	\$2,300,000	84%	Capital
Harper Park and Ride Expansion	Kitsap Transit	Kitsap County, Washington State Ferries, Kitsap Home Builders Association, Harper Evangelical Free Church	\$6,936,865	\$2,400,000	35%	Capital
Swift Bus Rapid Transit - Northern Terminal at Everett Station	Everett Transit	Community Transit, Sound Transit, Skagit Transit, Island Transit, Edmonds	\$2,235,756	\$1,989,823	89%	Capital
Chuckanut Park and Ride	Skagit Transit	WSDOT, City of Burlington, Burlington Edison School District, Island Transit, Whatcom Transit	\$10,410,000	\$2,000,000	19%	Capital
SR-522 Multi-Modal Corridor Project - Phase II	City of Kenmore	Sound Transit, WSDOT, TIB, King County, King County Metro, Federal Government, State of Washington	\$23,112,168	\$1,800,000	8%	Capital
North Wenatchee Park and Ride	Link Transit	MPO	\$836,000	\$752,400	90%	Capital
Pike-Pine / Westlake Hub Regional Transit Corridor Improvements	City of Seattle	King County Metro, Sound Transit	\$3,650,000	\$3,230,000	88%	Capital
Skagit / Island Commuter Express Connector Service to Everett Station	Skagit Transit / Island Transit	Everett Transit, Community Transit, Sound Transit	\$1,600,000	\$1,440,000	90%	Operating
		Total		\$40,870,577		

Recommended Contingency List

Cordata Station and Park and Ride (Northside Transfer Center)	Whatcom Transportation Authority		\$5,000,000	\$3,000,000	60%	Capital
Tukwila Transit Center	City of Tukwila	King County Metro, Westfield (private)	\$4,228,570	\$2,986,000	71%	Capital
Pacific Highway South HOV Lanes Phase IV, Dash Point Road to South 312th Street	City of Federal Way	TIB, FHWA	\$19,115,000	\$1,500,000	8%	Capital
2007 to 2009 King County Commuter Bus and Vanpool WiFi Access Project	King County Metro	Microsoft, Boeing	\$1,284,000	\$976,000	76%	Operating